

4 OCTOBER 1993



Morale, Welfare, Recreation, and Services

CHILD DEVELOPMENT PROGRAMS

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OPR: HQ USAF/MWP
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Certified by: HQ USAF/MW (Mr Arthur J. Myers)
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1. The Air Force needs effective policies for its child development programs to ensure people are better able to fulfill their military, civilian, and family responsibilities. It discharges this responsibility through such programs as child development centers, family day care, part day programs, and by referring families to on- and off-base sources of child care.
2. The Air Force will establish child development programs that promote the social, emotional, physical, and cognitive development of the children in care.
 - 2.1. The Air Force will operate child development programs which are certified annually, are nationally accredited, adhere to Department of Defense (DoD) health and safety standards, minimize the risk of abuse and neglect, and satisfy the nutritional needs of all children.
 - 2.2. The Air Force will match the fees generated by parents using Air Force child development centers with direct appropriated fund (APF) support to ensure that affordable quality care is provided.
 - 2.3. The Air Force will establish child development programs that encourage parents to be actively involved and to communicate with staff about the care of their children.
3. This policy directive establishes the following responsibilities and authorities:
 - 3.1. The Assistant Secretary of the Air Force for Manpower, Reserve Affairs, Installations and Environment (SAF/MI) is responsible for child development program policy matters as described in Air Force Policy Directive 90-1, *Strategic Planning and Policy Formulation*, paragraph 1.5.2. SAF/MI approval is required before this document is changed, reissued, or rescinded.
 - 3.2. The Directorate of Morale, Welfare, Recreation, and Services (HQ USAF/MW) provides implementing procedures for this policy, resource advocacy, and oversight of the Child Development Program throughout the Air Force.
 - 3.3. The Air Force Morale, Welfare, Recreation, and Services Agency (HQ AFMWRSA) provides technical instructions and guidance, conducts training, and inspects programs to ensure compliance with this policy.

3.4. Installation commanders are responsible for establishing child development programs, for identifying requirements, and for executing their programs to comply with this policy directive and related instructions in AFI 34-701, *Child Development Programs* (formerly AFR 215-27); AFI 34-702, *Prevention of Child Abuse in Child and Youth Programs*; and AFI 34-704, *Family Day Care Program*

4. This directive applies to all activities providing child care services on Air Force installations or on behalf of Air Force personnel.
5. This directive implements the following publications:
 - 5.1. *Military Child Care Act of 1989*.
 - 5.2. *The Crime Control Act of 1990*.
 - 5.3. DoD Instruction 6060.2, *Child Development Programs*, March 3, 1989.
 - 5.4. DoD Instruction 1402.5, *Criminal History Background Checks on Individuals in Child Care Services*, January 19, 1993.
6. See **Attachment 1** for measures used to assess compliance with this directive.
7. See **Attachment 2** for explanation of terms used in this directive.

NORMAND G. LEZY, Brig General, USAF
Director of Morale, Welfare, Recreation, and Services

Attachment 1

MEASURING COMPLIANCE WITH POLICY

A1.1. Compliance with child development program policy will be assessed by inspections required by the *Military Child Care Act of 1989*. These inspections will include a comprehensive health and sanitation inspection conducted by base-level technical experts, a comprehensive fire and safety inspection conducted by base-level technical offices, an inspection conducted by a base-level multidisciplinary team appointed by the installation commander, a structural fire protection inspection of child care facilities by HQ AFCESA/DFE, and a comprehensive inspection conducted by a headquarters child development specialist. Air Force-wide inspection guides will be used for these assessments. Compliance with other policies will be assessed by reviewing data provided by bases on the AF Form 1194, **Semi-Annual Child Development Program Report**, and by monthly reports to HQ USAF/MWP by the commands. These reporting requirements are required for the following DoD reports: RCS: DD-FM(A)1884, *DoD Child Development Programs (AFFM 1194)*; and RCS: DD-FM(Q)1878, *DoD Child Development Obligations and Staffing Levels*.

A1.1.1. Meeting Child Care Need. The policy to provide child care services to support mission requirements will be assessed by comparing the number of child care spaces needed, as determined by the Air Force Child Care Need Formula, with the number of child care spaces available, as reported on AF Form 1194. Assessments will be performed at installation, command, and Air Force level. (See **Figure A1.1.**)

A1.1.2. Fire Protection. The policy requiring compliance with the applicable sections of the National Fire Protection Act, Life Safety Code 101, will be assessed by determining the percent of facilities that are certified by HQ AFCESA/DFE. Assessment will be performed at installation, command, and Air Force levels. Commands will report this information monthly to HQ USAF/MWP. (See **Figure A1.2.**)

A1.1.3. APF Support. Compliance with the policy to provide APF support to child care programs will be determined by comparing direct APF support to fees paid by parents. The desired goal is that direct APF support is at least equal to parent fees. Monthly, the commands will report APF support to child development centers and other child care programs to HQ USAF/MWP. (See **Figure A1.3.**)

A1.1.4. Program Standards. Compliance with the inspection and certification requirements of the *Military Child Care Act of 1989* will be determined by tracking the percent of programs certified per year. Monthly, the commands will report the number of programs inspected and certified to HQ USAF/MWP. (See **Figure A1.4.**)

A1.1.5. Accreditation. Compliance with the policy for each center to be nationally accredited will be determined by tracking the percent of accredited centers at the command and Air Staff level. Monthly, the commands will report the number of centers accredited by the National Academy of Early Childhood Programs to HQ USAF/MWP. (See **Figure A1.5.**)

Figure A1.1. Sample Metric of Child Development Programs (Need vs. Availability).

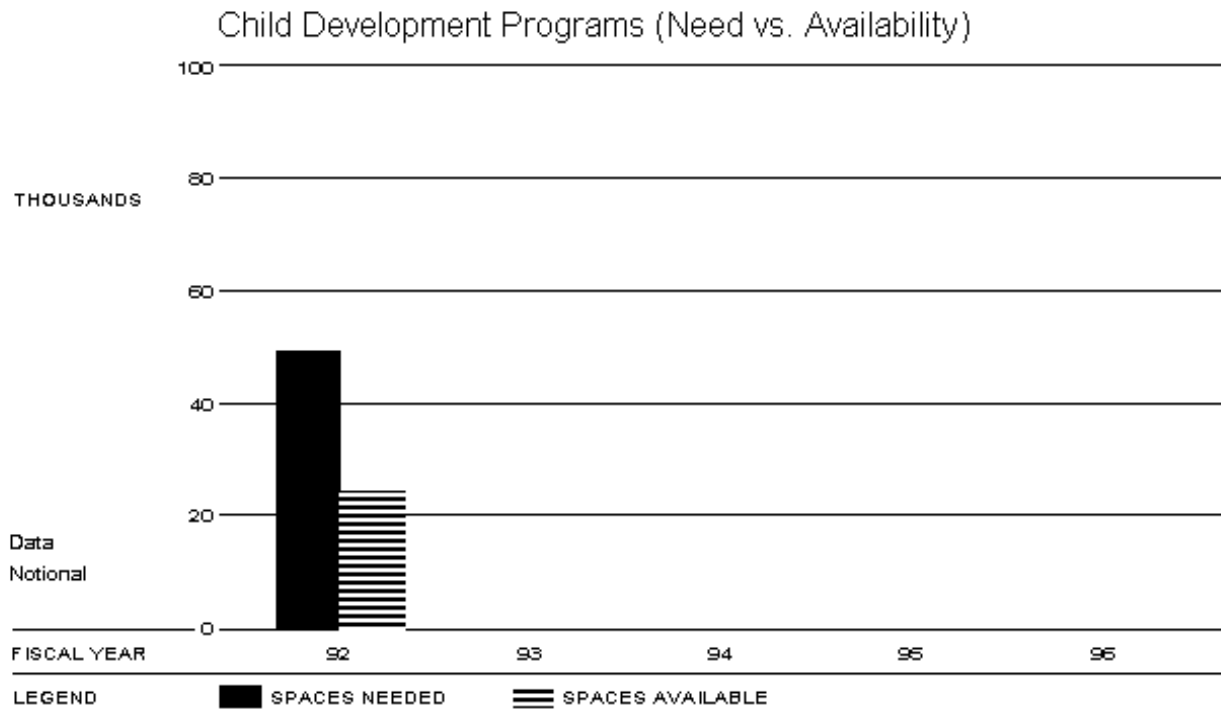


Figure A1.2. Sample Metric of Child Development Centers (Fire Protection Certified).

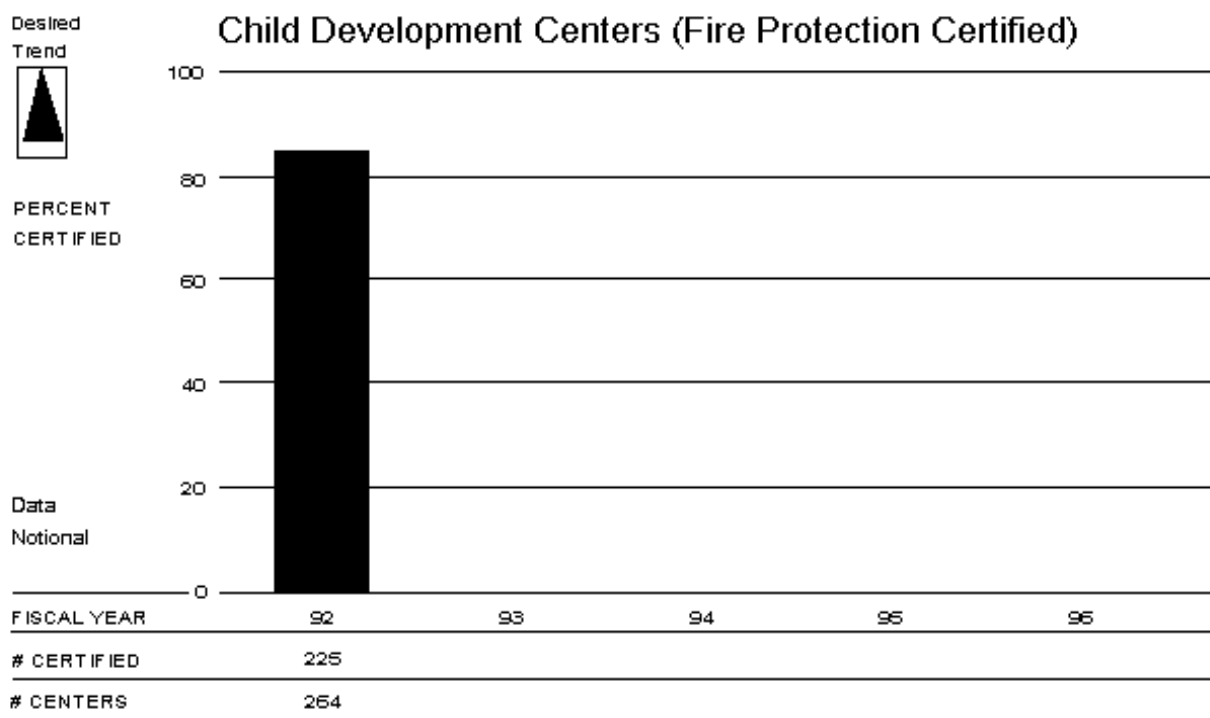


Figure A1.3. Sample Metric of APF Support Child Development Centers.

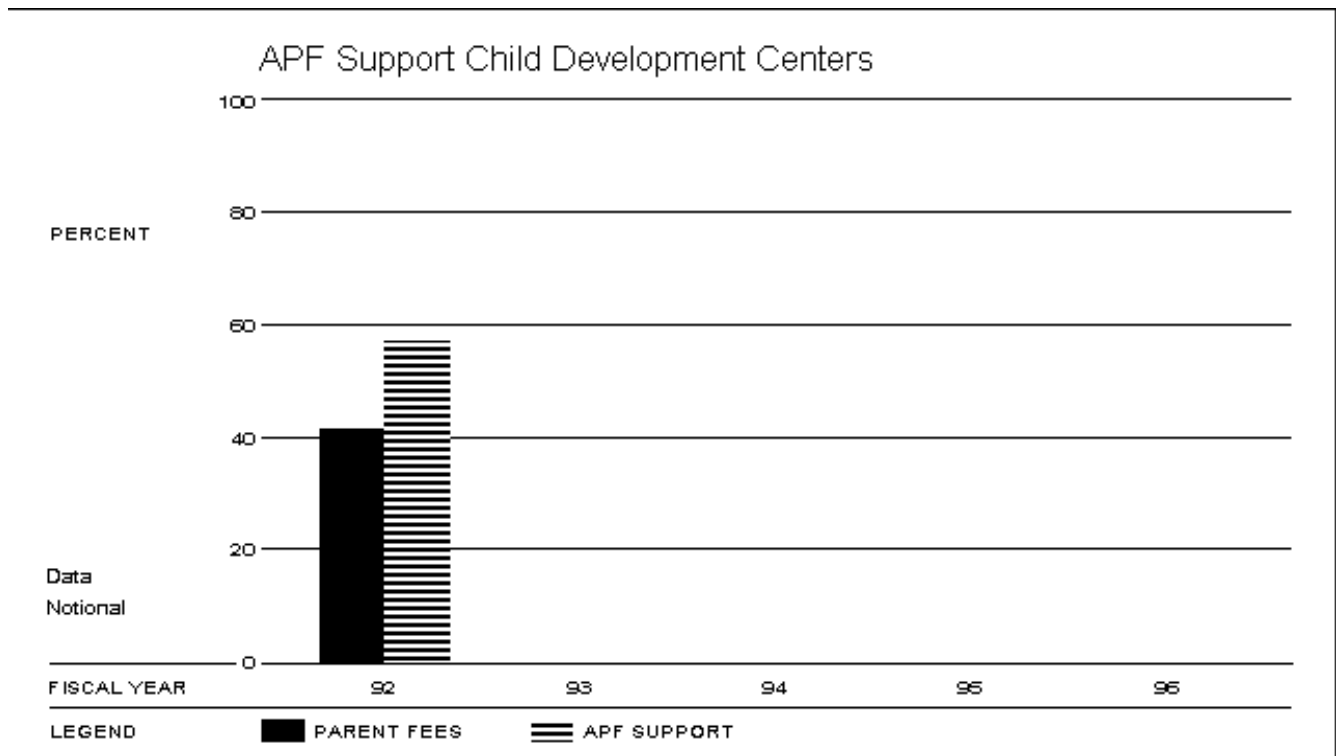


Figure A1.4. Sample Metric of Certified Child Development Programs.

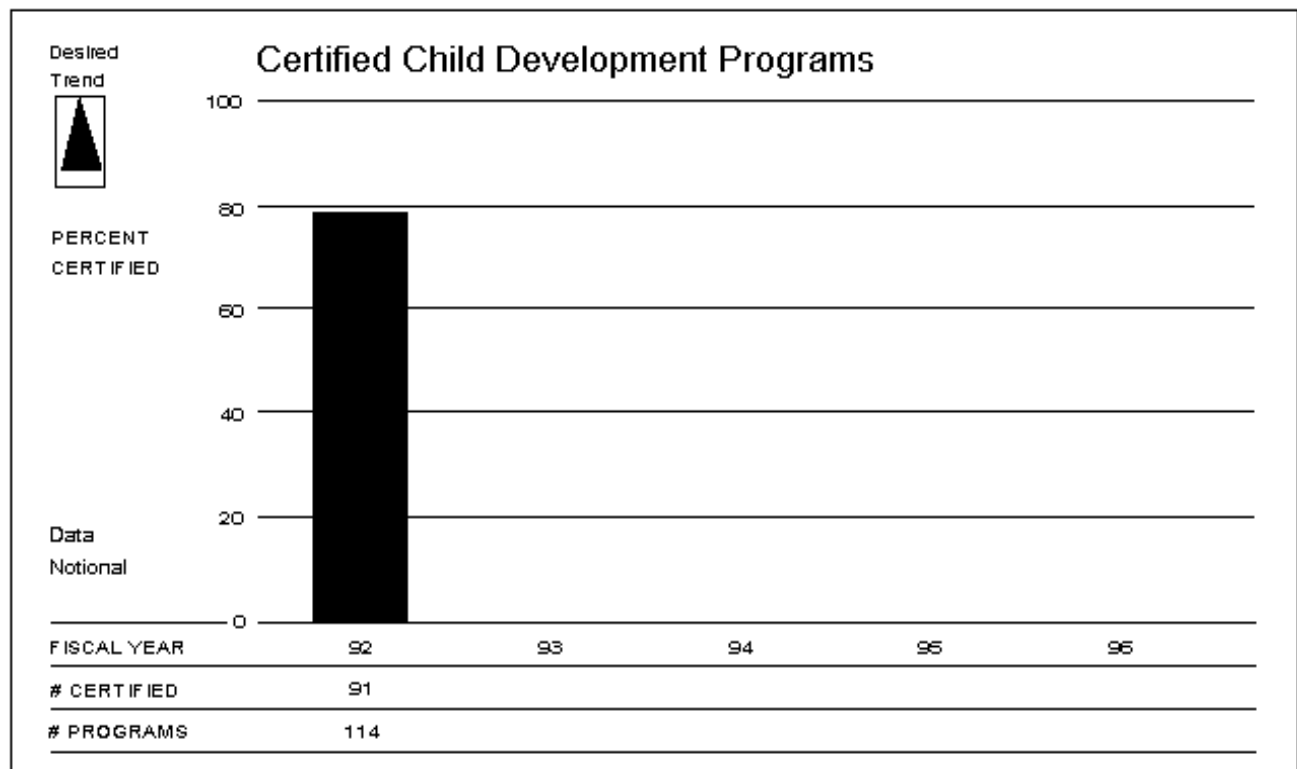
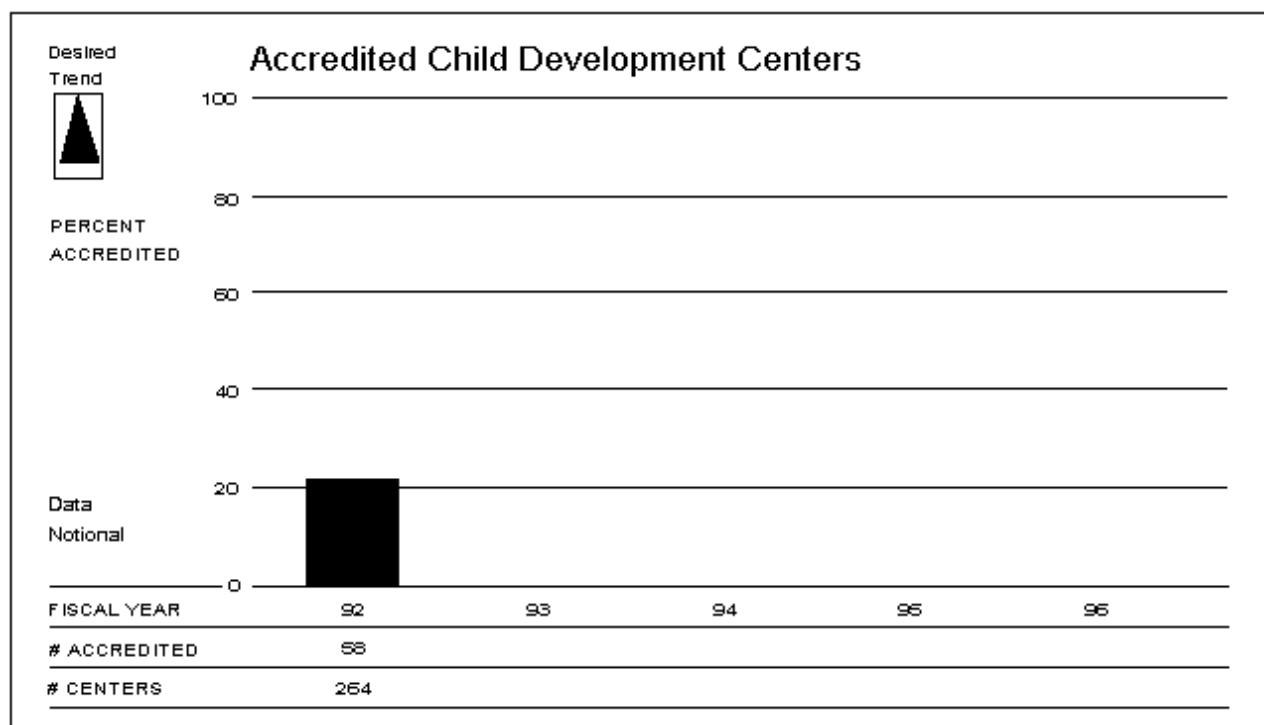


Figure A1.5. Sample Metric of Accredited Child Development Centers.



Attachment 2

TERMS EXPLAINED

A2.1. Accreditation is recognition of being a quality early childhood program by an external accrediting organization, the National Academy of Early Childhood Programs.

Before and After School Care is care provided to children attending elementary school during the hours before and after school, on school holidays, and during summer months.

Certification is recognition of being in compliance with the child development program requirements of the Department of Defense and United States Air Force. The *Military Child Care Act of 1989* requires four unannounced inspections of each program annually.

Child Development Programs are programs that provide care and educational activities to children 0 to 12 years of age in child development centers, family day care homes, preschools, before and after school programs, and alternative child care settings.

Developmental Care is care that promotes children's normal growth and development and includes activities which encourage and facilitate children's physical, social, emotional, and cognitive development and well-being.

Family Day Care is care of a small number of children in on-base quarters by a spouse or family member of an Air Force member; care is provided more than 10 hours a week on a regular basis.

Preschools are part-day programs operated to provide children with opportunities for social interaction with other children and to participate in activities related to school readiness.